

**PRINCE WILLIAM COUNTY
LOCAL HUMAN RIGHTS COMMITTEE
MINUTES**

**June 6, 2012
3:00 P.M.**

Committee Members Present: Debbie Mahaffee, Robbie Kelly
Pam Horak, Carol Stair, Ann Pascoe

Committee Members Absent: Linda Beard

CSB Staff: Cora Swett

Regional Human Rights Advocate – Kevin Paluszak

LHRC Affiliates Present:

Community Concept – Donald Jones, Monique Kessler, Jennifer Herbert
MVLE – Joel Pace

ARC/INSIGHT – Susan Rudolph, Tomica Timmons

Estelle Place – Brenda Jenkins

CSB Care Coordinator – Shantel Ball

Matthew's Center – Keith King, Kimberli Collett

Behavior Consultants:

Alternative Path Training School – Emilia Formoso

The regular scheduled meeting of the Prince William Local Human Rights Committee was convened on June 6, 2012 at 4:53 p.m. in the Conference Room, Prince William Club, 8521 Phoenix Drive, Manassas, Virginia.

AFFILIATES ANNUAL MEETING

The Affiliates meeting was held from 3:00 – 4:30 p.m.

APPROVAL OF MINUTES

RESOLUTION 06-06-01

MOTION: Stair

SECOND: Kelly

WHEREAS, the Prince William Local Human Rights Committee has reviewed the minutes of May 2, 2012;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the minutes of the May 2, 2012 meeting.

Vote:

Ayes—Horak, Pascoe, Mahaffee, Kelly, Stair

Nays—None

Abstained From Vote - None

Absent During Vote—None

Absent From Meeting—Beard

**BY CONSENSUS OF THE COMMITTEE THE FOLLOWING ITEM WAS
ADDED TO THE AGENDA:**

APPROVED AFFILIATION WITH MATTHEW’S CENTER

RESOLUTION 06-06-02

MOTION: Horak

SECOND: Mahaffee

WHEREAS, in order for agencies to become licensed by the Virginia Department of Behavioral Health and Disabilities Services they must affiliate with a Local Human Rights Committee; and

WHEREAS, Matthew’s Center is requesting to affiliate with the Prince William Local Human Rights Committee as a part of their licensing process;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the affiliation of Matthew’s Center.

Vote:

Ayes—Pascoe, Mahaffee, Horak, Stair, Kelly

Nays—None

Absent During Vote—None

Absent From Meeting—Beard

Note: Staff from Matthew’s Center will email their Code of Conduct for the LHRC to review.

AUTHORIZED CLOSED SESSION

RESOLUTION 06-06-03

MOTION: Mahaffee

SECOND: Stair

WHEREAS, the Prince William County Local Human Rights Committee desires to discuss in Closed Session client related matters; and

WHEREAS, pursuant to VA Code 2.1-344(A) paragraph 15 for the protection of the privacy of individuals and their records in personal matters not related to public business such discussions may occur in Closed Session;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Local Human Rights Committee does hereby authorize discussion of the aforestated matters in Closed Session.

Vote:

Ayes—Mahaffee, Kelly, Horak, Stair, Pascoe

Nays—None

Absent During Vote—None

Absent From Meeting—Beard

CERTIFICATION OF CLOSED SESSION

RESOLUTION 06-06-04

MOTION: Mahaffee

SECOND: Stair

WHEREAS, the Prince William County Local Human Rights Committee has this day adjourned into Closed Session in accordance with a formal vote of the Committee, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information act requires certification that such Closed Session was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Local Human Rights Committee does hereby certify that to the best of their knowledge only matters lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed or considered.

Vote:

Ayes—Kelly, Mahaffee, Horak, Stair, Pascoe

Nays—None

Absent During Vote—None

Absent From Meeting—Beard

RESTRICTIVE BEHAVIOR PLAN REVIEWS:

UPDATES ON RESTRICTIVE BEHAVIOR PLAN REVIEWS:

Reviewed data for J.W., C.G., M.A. and A.H. meeting.

**APPROVED CONTINUED USE OF RESTRICTIVE BEHAVIOR PLAN
FOR EDDIE N.**

RESOLUTION 06-06-05

MOTION: Stair

SECOND: Mahaffee

WHEREAS, the Restrictive Behavior Plan for Eddie N. has been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Eddie N. has been presented to the Prince William Local Human Rights Committee for approval;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Eddie N.

BE IT FURTHER RESOLVED that the Committee requested that staff resubmit Residential data for Eddie N.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays—None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

**APPROVED CONTINUED USE OF RESTRICTIVE BEHAVIOR PLAN
FOR DEVON C.**

RESOLUTION 06-06-06

MOTION: Horak

SECOND: Stair

WHEREAS, the Restrictive Behavior Plan for Devon C. has been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Devon C. has been presented to the Prince William Local Human Rights Committee for approval;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Devon C.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays—None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR ASHLEY C.

RESOLUTION 06-06-07

MOTION: Mahaffee

SECOND: Kelly

WHEREAS, the Restrictive Behavior Plan for Ashley C. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Ashley C. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Ashley C.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR WILFRED T.

RESOLUTION 06-06-08

MOTION: Stair

SECOND: Horak

WHEREAS, the Restrictive Behavior Plan for Wilfred T. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Wilfred T. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Wilfred T.

Vote:

Ayes—Mahaffee, Horak, Stair, Pascoe

Nays--None

Abstained--Kelly

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR ELTON B.

RESOLUTION 06-06-09

MOTION: Mahaffee

SECOND: Kelly

WHEREAS, the Restrictive Behavior Plan for Elton B. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Elton B. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Elton B.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

ANNUAL PROGRAM REVIEW:

ARC/INSIGHT, Inc.:

Susan Rudolph presented the 2011 Annual Report to the Committee. She reported that a bed has been added to Group Home 9, their 3 year license has been renewed and the ARC will be adding another group home in the near future. ARC/INSIGHT, Inc. was asked to email to the Regional Human Rights Advocate their behavioral plans training dates.

Community Concepts, Inc.:

Jennifer Herbert presented the 2011 Annual Report for Community Concepts and Community Vision. The information was put on the incorrect form. Staff will correct the form and email to the LHRC Liaison.

Community Services Board

Due to the length of the meeting, Community Services Board will present their annual report in August, 2012.

ELECTION OF OFFICERS FOR NEXT YEAR (2012/2013)

RESOLUTION 06-06-10

MOTION: Stair
SECOND: Mahaffee

WHEREAS, the Chairman of the Local Human Rights Committee appointed a Nominating Committee to present a slate of officers for 2012/2013; and

WHEREAS, the Committee presents the slate of officers for 2012/2013 as follows:

Pam Horak, Chairman
Linda Beard, Vice Chairman
Deb Mahaffee, Secretary; and

WHEREAS, there was no nominations to consider from the floor;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the slate of officers for 2012/2013 as follows:

Pam Horak, Chairman
Linda Beard, Vice Chairman
Deb Mahaffee, Secretary

Vote:
Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe
Nays--None
Abstained--None
Absent During Vote—None
Absent From Meeting --Beard

HUMAN RIGHTS ADVOCATE REPORT

Kevin Paluszak, Regional Human Rights Advocate, will provide a detailed report at the next monthly meeting of the Committee. He is still in the process of closing out the Region where he originally was working.

OTHER BUSINESS:

None.

ADJOURNMENT

RESOLUTION 06-06-11

MOTION: Horak

SECOND: Stair

There being no further business to discuss, the June 6, 2012 meeting of the Local Human Rights Committee was adjourned at 7:35 p.m.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays—None

Absent During Vote—None

Absent From Meeting –Beard
